

Sign ordinance changes – what is different and how does it affect your business

What is required by the amended ordinance?

In order to have any temporary signs, a permit must be issued by the Building Department. An application is available on the 4th floor of City Hall, or by going to the city's website, www.digitaldecatur.com

How much will a permit cost?

The minimum permit fee for sign permits is \$25 with an additional issuance fee of \$10. These fees will help defray some of the administrative costs.

I've heard that a survey is required before a permit will be issued.

Only if there is not an existing survey of your business location on file in the Building Department. Call 351-7580 and ask one of the clerks to pull your address file to see if a survey is on file. Since we expect a lot of calls requesting us to check files it may be that we have to call you back. Please be patient. If there is a survey on file, you can use a copy of it to draw in what you propose to do in applying for a permit. If there is no survey, it will be necessary to have a plot plan survey done by a registered land surveyor that shows all existing structures on the property, their distances/dimensions from lot lines.

I have temporary signs up now, is that ok?

Enforcement of the amended regulations will begin October 1, 2002. This should give enough time for you to evaluate what you have now and what you must do to be in compliance. Beginning October 1 temporary signs must be permitted.

Some of my signs are next to the curb – is that ok?

No. As a general rule, all signs must be at least 10 feet behind the curb, with more restrictive requirements on large signs, e.g., greater than 25 sq. ft. If a sign is within 10 feet of the curb now, we will remove it without notifying you.

What about the temporary banners that pepsi cola and coca cola provides us to advertise?

They will have to be permitted as temporary signs beginning October 1. These permitted signs will count towards the **4 event/60 day rule** found in the sign amendment.

What size temporary signs can be permitted?

If the lot on which the event takes place has less than 100 linear feet of frontage on a street the sign(s) is/are allowed up to 100 square feet; if less than 100 linear feet of frontage then no more than 50 square feet. Streamers shall measure no more than 100 feet in length total and flags shall be no more than 50 or 100 square feet depending on amount of lot frontage.

Will tents require permits under the amended sign ordinance?

Presently, tents require permits due to fire code regulations. Under the amended sign ordinance, if a tent is to be erected in conjunction with a special sales event or promotion it will be covered by the temporary sign permit; HOWEVER, these tents must have the flammability certification presently required AND they must not have any written advertisement on them.

Are American flags prohibited?

NO! American flags and state flags are allowed.

Where do I get more information to find out how I can be in compliance?

Call the Building Department at 351-7580 or go to www.digitaldecatur.com on the web.